



	Program	AccessAbility Supports	
	Subject	Assured Income - Federal Income Programs	Policy # 3.12
Effective Date: March 26, 2019		Authorized by:	
Revised Date:		Deputy Minister Mark Spidel	

1.0 PURPOSE

To assure applicants access all federal benefit programs for which they are eligible.

2.0 DEFINITIONS

- 2.1 **Applicant:** a person who applies for AccessAbility Supports (AAS), on whose behalf an application is made, or a person who receives AAS.
- 2.2 **Dependent:** a child under the age of 18, or between the age of 18 and 25 and attending school.
- 2.3 **Federal Income Assistance Programs:** programs delivered through the Government of Canada to assist Canadian citizens in need of financial supports. These include government pension plans, Employment Insurance, family benefits, housing benefits, and disability benefits

3.0 POLICY STATEMENT

- 3.1 An applicant who applies for Assured Income (AI) should be advised of and pursue other sources of funding from available federal income assistance programs. AAS Coordinators will assist applicants in accessing benefits as part of the Be Aware, Get Your Share initiative.
- 3.2 Benefits from all federal income assistance programs shall be considered as income to the applicant, except when that income falls under one of the income exemptions in policy 3.10 Assured Income – Income Exemptions.
- 3.7 If actual benefits received are unable to be verified, the Department will apply the rates established by the Government of Canada and outlined on the Service Canada website.

4.0 PROCEDURE STATEMENT

- 4.1 The AAS Coordinator will case plan with the applicant to determine if a referral to a federal income assistance program is required. The AAS Coordinator should not assume the applicant is aware of possible eligibility for federal income assistance programs.

4.3 Where the AAS Coordinator believes an applicant may be eligible for a federal income assistance program, the AAS Coordinator will assist the applicant to submit an application to the federal income assistance program.

5.0 REFERENCES

Assured Income – Income Exemptions

For a complete list of federal income assistance programs, including eligibility requirements and benefit rates, please refer to the Service Canada website.

HISTORY: